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PURCHASING DEPARTMENT

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TO: All Bidders

FROM: City of Cambridge

DATE: July 15, 2021

RE: File No. 9832 Printing of Imagecast Ballots for the 2021 Municipal Election -
Addendum No. 1

This addendum is comprised of:

Submitted Questions and Answers:

Q: Is ballot layout creation required to participate in this bid?

A: Yes.

Q: Can a complete PDF of each ballot be provided to the awarded vendor for printing, requiring no changes to be made by the vendor?

A: No.

Q: If ballot layout is required of the vendor, exactly what needs to be done by the vendor in addition to printing?

A: The process will include timing marks, testing the ballots using Imagecast, name of candidates, rotation of names, printing, delivery to the city etc. please refer to the bid for additional details.

Q: Under "Ballot Requirements and Specifications," point #8, it is stated that the Commission will send a list of candidates and any other pertinent information to the vendor. Therefore, can you confirm that the City would like the vendor to program the ballot?

A: Yes.


Q: Our company prints for the election industry, and we contract with local and state election officials for election ballots, election forms, and election mailings. Therefore, our references would be from election officials/government sources. However, we are required to provide business references from outside of the election industry, is that correct?

A: Yes.



- Q:** What materials are accepted on household hazardous waste days?
- A:** The roll-off will contain empty containers that previously held hazardous waste items.
- Q:** We are a certified Dominion Systems ImageCast optical scan ballot printer. We are also a certified Elections Systems & Software optical scan ballot vendor. However, can you please clarify why you require your Dominion ImageCast sample ballots to be sent to ES&S for testing, as it states under "Ballot Requirements and Specifications," point #14?
- A:** To program the automark memory cards and test ballots.

All other details remain the same.



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